

DATE: June 13, 2014

TO: Alex Dambach, Division Chief
Department of Planning and Zoning

FROM: Ann Horowitz, Planner
Department of Planning and Zoning

SUBJECT: Special Use Permit #2014-0048
Administrative Review for New Use
Site Use: Day Care Center/Preschool
Applicant: Alexandria Bible Church
Location: 1302 West Braddock Road (Parcel Addresses: 2300, 2310
Scroggins Road; 1300, 1302, 1310, 1320 West Braddock Road;
1303, 1307 Roosevelt Street)
Zone: R-8/Single Family

Request

Special Use Permit #2014-0048 is a request to operate a day care center (preschool) in the Alexandria Bible Church. The applicant proposes to accommodate 56 children in five classrooms between 7 a.m. and 6 p.m., Monday through Friday. The preschool would employ up to eight staff members. Student pick up and drop off would be based in the 31-space parking lot behind the church that is accessed from Roosevelt Street.

Background

The Methodist Protestant Church operated a preschool at the site pursuant to SUP#0244 starting as early as 1956, but ceased to operate at a later date. In 1989, the City Council approved SUP#2259 for the operation of a day care center for the Alexandria Bible Church that accommodated 56 children in five classrooms with nine staff members. That day care center closed in 1994 according to church records.

Parking

Pursuant to Section 8-200(A)(11) of the Zoning Ordinance, a day care center is required to provide two parking spaces for each classroom. The applicant exceeds the 10-space parking requirement for its five classrooms with 31 parking spaces in the church parking lot.

Community Outreach

Public notice was provided through eNews, via the City's website, and by posting a placard on the site. In addition, the North Ridge Citizens' Association, Chapel Hill Homeowners' Association, Windsor Oaks Homeowners' Association, and the Kingsgate Condominium Association have been notified of the SUP proposal. Staff has not received any comments from residents or adjacent businesses during the noticing period.

Staff Action

Staff does not object to the preschool proposal and believes it would contribute to the need for additional child care offerings in the city. The interior and exterior space is sufficient for the daycare operation. The drop off and pick up plan based in the church parking lot is unlikely to impact traffic since the lot provides a sufficient number of parking spaces to accommodate child transportation as well as preschool employee parking.

Staff hereby approves the Special Use Permit request.

ADMINISTRATIVE ACTION - DEPARTMENT OF PLANNING AND ZONING:

Date: June 13, 2014

Action: Approved

Alex Dambach, Division Chief

Attachments: 1) Special Use Permit Conditions
2) City Department Comments
3) Statement of Consent

CONDITIONS OF SPECIAL USE PERMIT #2014-0048

The applicant is responsible for ensuring that the following conditions are adhered to at all times. Violation of any of the conditions may result in fines and/or referral to public hearing by the Planning Commission and City Council.

1. The Special Use Permit shall be granted to the applicant only or to any business or entity in which the applicant has a controlling interest. (P&Z)
2. The hours of operation shall be limited to between 7 a.m. and 6 p.m., Monday through Friday. (P&Z)
3. The maximum number of children permitted at the child care facility at any one time shall be 56. (P&Z)
4. The applicant shall comply with all state licensing requirements and/or annual documentation requirements for religiously-exempt child day centers. (P&Z)
5. The applicant shall conduct employee training sessions on an ongoing basis, including as part of any employee orientation, to discuss all Special Use Permit provisions and requirements. The applicant shall also inform parents on an ongoing basis, including as part of any parent orientation, of all applicable Special Use Permit provisions and requirements. (P&Z)
6. The applicant shall require its employees who drive to work to use off-street parking. (T&ES)
7. The applicant shall encourage its employees and customers to use mass transit or to carpool when traveling to and from work, by posting information regarding DASH and METRO routes, the location where fare passes for transit are sold, and advertising of carpooling opportunities. (T&ES)
8. The applicant shall provide information about alternative forms of transportation to access the location of the use, including but not limited to printed and electronic business promotional material, posting on the business website, and other similar methods. (T&ES)
9. The use must comply with the city's noise ordinance. No outdoor speakers shall be permitted. No amplified sound shall be audible at the property line. (T&ES)
10. The facility shall provide adequate drop off and pick up facilities so as to create minimal impact on pedestrian and vehicular traffic.(T&ES)
11. Trash and garbage shall be stored inside or in sealed containers that do not allow odors to escape or invasion by animals. No trash and debris shall be allowed to accumulate

outside of those containers. Outdoor trash receptacles shall be screened to the satisfaction of the director. (P&Z) (T&ES)

12. Litter on the site and on public rights-of-way and spaces adjacent to or within 75 feet of the premises shall be picked up once each day to prevent an unsightly or unsanitary accumulation, on each day that the business is open to the public. (T&ES)
13. The Director of Planning and Zoning shall review the Special Use Permit one year after approval and shall docket the matter for consideration by the Planning Commission and City Council if (a) there have been documented violations of the permit conditions which were not corrected immediately, constitute repeat violations or which create a direct and immediate adverse zoning impact on the surrounding community; (b) the Director has received a request from any person to docket the permit for review as a result of a complaint that rises to the level of a violation, or (c) the Director has determined that there are problems with the operation of the use and that new or revised conditions are needed. (P&Z)

CITY DEPARTMENT COMMENTS

Legend: C - code requirement R - recommendation S - suggestion F - finding

Transportation & Environmental Services:

- R-1 The applicant shall provide information about alternative forms of transportation to access the location of the use, including but not limited to printed and electronic business promotional material, posting on the business website, and other similar methods.
- R-2 The applicant shall encourage its employees and customers to use mass transit or to carpool when traveling to and from work, by posting information regarding DASH and carpooling opportunities.
- R-3 The applicant shall require its employees who drive to work to use off-street parking.
- R-4 Trash and garbage shall be stored inside or in sealed containers that do not allow odors to escape or invasion by animals. No trash and debris shall be allowed to accumulate outside of those containers. Outdoor trash receptacles shall be screened to the satisfaction of the director.
- R-5 The use must comply with the city's noise ordinance. No outdoor speakers shall be permitted. No amplified sound shall be audible at the property line.
- R-6 The facility shall provide adequate drop off and pick up facilities so as to create minimal impact on pedestrian and vehicular traffic.
- R-7 Litter on the site and on public rights-of-way and spaces adjacent to or within 75 feet of the premises shall be picked up once each day to prevent an unsightly or unsanitary accumulation, on each day that the business is open to the public.

Code Enforcement:

- F-1 The following comments are for SUP review only. Once the applicant has filed for a building permit and additional information has been provided, code requirements will be based upon that information and the building permit plans. If there are any questions, the applicant may contact Ken Granata, Plan Review Division Chief at ken.granata@alexandriava.gov or 703-746-4193.
- C-1 For any renovation of space to accommodate children will require a building permit prior to alterations. A certificate of occupancy and inspection are required for child daycare prior to occupancy and operation.

Department of Community and Human Services, Early Childhood Division of the Center for Children and Families

F-1 Date of visit: May 2, 2014

Sarah Anum, who is designated on the Zoning application as the Director of the proposed program, led a tour of the space in the church basement that this group wishes to use for a child care program for children ages two and one-half to 5 years of age. The plan is to file for a church exemption from State licensure and to serve only 15 to 20 children in the early stages of operation. There are two entrances into the basement with a door at each side of the building nearest the parking lot. The children and families will use the door on the playground side. The basement contains a kitchen, a large fellowship hall and small classrooms on each side. The classrooms that are to be used for this program are on the right side as one enters from the rear. They contain child- sized tables and chairs and storage cabinets for materials and supplies. The group anticipates that one room will be for 2 and 3 year old children and the other for 4 and 5 year olds. These two classrooms do not contain a hand-washing sink. The nearest sinks and toilets are toward the front of the church outside the Fellowship Hall. There is a sink across the Hall from these rooms that is used as the Nursery during Sunday services. Lunch and snacks would be served in the fellowship hall. The parents will be asked to bring lunches and snacks.

The tables and chairs in the hall are full size. Child-sized furniture would be more appropriate for this purpose. There is a large outdoor playground that contains swings and a large climbing structure most suitable for children ages 5 and up. The addition of a small slide, a playhouse, riding toys, balls, sand and equipment for water play would be a positive way to adapt this space for the two and one-half to 5 age group.

Fire Department

C-1 A fire prevention permit will be required for this use and occupancy condition – Assembly/Educational.

Health Department:

F-1 No comments

Parks and Recreation:

F-1 No comments received

Police Department:

F-1 No comments received

STATEMENT OF CONSENT

The undersigned hereby agrees and consents to the attached conditions of this Special Use Permit #2012-0048. The undersigned also hereby agrees to obtain all applicable licenses and permits required for the day care center at 1302 West Braddock Road.

Applicant - Signature

Date

Applicant – Printed

Date